

Date of Meeting: December 19, 2012

Location: Heapy Engineering

Minutes Prepared By: Evan Nutt

Time: 8:00 a.m. – 9:30 a.m.

Attendance

Jeremy Fauber

Frank Mauro

Jason Gillespie

Evan Nutt

Lorraine Kapka

Rick Pavlak

Mike Kennedy

Jake Taylor

Kyle Kurtz

Decisions Made

1. Approved meeting minutes from the November 28 meeting
2. The decision was made to have Jim Volk (guitarist) be the entertainment for the Holiday Party

Action Items

| | Assigned to | Due date |
|---|-----------------|----------|
| 1. Look into \$300 Heapy Engineering donated to Research that has not been seen by Research | Jake Taylor | ASAP |
| 2. Create a membership spreadsheet including friends of ASHRAE | Jake Taylor | ASAP |
| 3. Communicate with Joe Thacker regarding involvement with the Chapter | Evan Nutt | ASAP |
| 4. Change Membership Promotion Chair to Steve Koppock on CIQ | Jason Gillespie | ASAP |
| 5. Make a strong scholarship push to students | Lorraine Kapka | Jan. |

Minutes

PRESIDENT'S REPORT

- Thank you Jason for the donuts
- Approved meeting minutes from the November 28 meeting
- Jason made the decision to have Jim Volk (guitarist) be the entertainment for the Holiday Party at \$200 for the evening
- Jason will be sending Jeremy a Holiday Party/Meeting notice for distribution

TREASURER REPORT

- Current balance stands at \$14,324.34
- The balance of the Scholarship Savings Account stands at \$2,587.98
- Jake is going to make a spreadsheet of all members and show the status of their membership dues
- Jake will look into the \$300 Heapy Engineering donated to Research that has not been seen by Research

SECRETARIAL REPORT

- Evan will get with Joe Thacker at Waibel Energy Systems regarding Chapter involvement
- Jake and Evan will discuss a possible merge of current positions to prepare for Jake's location change

SCHOLARSHIP COMMITTEE

- Lorraine will make a strong push for students to apply for scholarships in the month of January

RESEARCH PROMOTION

- We have no current update from Research Promotion

STUDENT ACTIVITIES

- We have no current update from Student Activities

MEMBERSHIP PROMOTION

- We have no current update from Membership Promotion
- Jason is going to change the Membership Promotion Chair title over to Steve Koppock on CIQ

PRESIDENT ELECT

- Kyle is talking with Nathan Lammers at Waibel Energy Systems regarding Chapter involvement

CTTC (Chapter Technology Transfer Committee)

- The Holiday Party is confirmed to be on January 19 and have the entertainment of Jim Volk
- There will be a joint lunch meeting with AIA on February 11 with presentation topics of 90.1 Envelope and Dynamic Glazing (Jason, Jeremy, and Mike are working on this meeting)
- The March 11 meeting will be Student Night and hold a dinner presentation topic of "Ethics"
- The BOG will keep an eye out for job sites that could be possible tour sites for the duct sealing topic (April 8 meeting)
- Kerry Ward will be in attendance at the next BOG meeting to discuss May's Golf Outing
- Rick did look into local use of ASHRAE's bEQ; DRG3 mentioned that it may be too complicated at this point